



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Instructions and Supporting Materials

---

### Table of Contents

- introduction
- permit fact sheet
- completeness checklist
- DEP addresses and phone numbers

### Introduction

DEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the DEP Web site at [mass.gov/dep](http://mass.gov/dep) in two file formats: Microsoft Word and Adobe Acrobat PDF. Either format allows documents to be printed.

*Instructions & Support Materials* files in Microsoft Word format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

*Permit Applications* in Microsoft Word format must be downloaded separately. Users with Microsoft Word 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Permit Fact Sheet

---

### 1. What is the purpose of these permits?

These permits authorize and set conditions for persons wishing to recycle hazardous waste rather than disposing of it or having it treated. At the same time, these permits are designed to protect public health and the environment by ensuring that recycling is conducted in a sound manner.

There are three levels of recycling permits based on the complexity of the processes and the resources required to review them. See the chart included in this kit for a description of the permit levels.

Legislative authority for these permits is stated in MGL Chapter 21C, section 4.  
Regulatory authority is found at 310 CMR 30.200.

### 2. Who must apply?

Any person who wishes to recycle hazardous waste must apply for a recycling permit, including waste oil, which is considered a hazardous waste in Massachusetts. Apply for the appropriate permit based on the situations described below.

**BWP HW 22:**

- a) A person who wishes to be a generator/marketer of off-specification used oil fuel generated on site by selling or otherwise transferring such fuel for burning. [See 310 CMR 30.261, 30.264 and 30.213(3)].
- b) A person who wishes to recycle Class B(1) regulated recyclable material. [See 310 CMR 30.232 and 30.213(1)].
- c) A person wishing to accumulate for recycling Class B(4) regulated recyclable materials listed in 310 CMR 30.131 or 30.132, or that are characteristic for D011 [silver] pursuant to 310 CMR 30.125(B), and that have economically recoverable quantity of precious metals. [See 310 CMR 30.273 and 30.213(4)].

**BWP HW 23:**

- a) A person who wishes to burn Class B(2) hazardous waste fuel at the site of generation for the production of heat or power by burning. [See 310 CMR 30.247 and 30.213(2)].
- b) A person who intends to burn Class B(3) off-specification used oil fuel that is generated at the site of burning in a fossil fuel utilization facility in amounts less than 100,000 gallons per year. Also, a person who burns, or receives and intends to burn off-specification used oil fuel not generated at the site of burning, and blended at the site of burning in amounts less than 100,000 gallons per year. [See 310 CMR 30.260(3), 30.260(4) and 30.213(3)].
- c) A person who wishes to operate a transfer station to receive and store Class B(4) regulated recyclable materials. [See 310 CMR 30.010, 30.277 and 30.213(4)].



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Permit Fact Sheet

---

**BWP HW 25:**

- a) A person who wishes to recycle Class A regulated recyclable materials described in 310 CMR 30.212(3), (5) through (8), or (11) allowing applicants to accept for recycling such materials generated off the site of generation. [See 310 CMR 30.224 and 30.212].
- b) A person who is a marketer who receives only specification used oil fuels from off the site of generation as described in 310 CMR 30.260(2), and who sells or transfers such oils to other persons who burn such fuels for energy recovery. [See 310 CMR 30.260(2) and 30.213(3)].
- c) A person who is a generator of Class B(3) off-specification used oil fuel who burns such fuel oil at the site of generation Class (B3) in a fossil fuel utilization facility in amounts equal to or greater than 100,000 gallons per year. Also, a person who burns off-specification used oil fuel not generated at the site of burning, and blended at the site of burning in compliance with 310 CMR 30.251(3) in amounts equal to or greater than 100,000 gallons per year. [See 310 CMR 30.260(3) and (4), 310 CMR 30.213(3) and 30.251(3)].
- d) A person wishing to recycle Class C regulated recyclable materials as described in 310 CMR 30.214. [See 310 CMR 30.290 and 30.214].

**BWP HW 12:**

A person wishing to recycle Class B(4) regulated recyclable material as described in 310 CMR 30.213(4), at the site of generation or receive and store such materials not generated at the site of storage. [See 310 CMR 30.277, 30.276, and 30.213(4)].

**3. What other requirements should be considered when applying for these permits?**

**a. What prerequisites should be considered before applying for these permits?**

The applicant must have either an EPA identification number or a DEP-assigned number. To obtain an identification number, call 1-800-462-0444 from area codes 413 and 508, or 617-338-2255 from area code 617 and out of state. If you have other hazardous waste questions, call the Compliance Assistance Line at 617-292- 5898.

**b. What concurrent applications are related to these permits?**

Some recycling activities may require additional permits from DEP. For example, air or water permits may be required if recycling involves potential discharges to the environment.

**Note:** These additional requirements are intended to serve as a guide to the applicant. It does not necessarily include all additional requirements.

**4. What is the application fee?**

BWP HW 22 Level I Recycling Permit.....	\$200
BWP HW 23 Level II Recycling Permit.....	\$1,005
BWP HW 25 Level III Recycling Permit.....	\$7,775
BWP HW 12 Level III, Precious Metals.....	\$4,760



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Permit Fact Sheet

---

### 5. What is the Primary Permit Location?

*Primary Permit Location:*

Department of Environmental Protection  
Hazardous Materials

\_\_\_\_\_ \* Regional Office

\*See "Addresses and Phone Numbers" page included in this package.

### What is the Reserve Copy Location?

*Reserve Copy Location:*

None.

### 6. What are the timelines?

As of October 8, 2004 the timelines are:

	AC	T1	T2*	PC
BWP HW 22 - Level I	N/A	30	30	
BWP HW 23 - Level II	45	45	45	
BWP HW 25 - Level III	30	120	120	30
BWP HW 12 - Level III - Precious Metals	30	120	120	

\*(A second technical review will only be conducted if necessary).

### 7. What is the annual compliance fee?

Current annual compliance fees for a Level III recycling permit, can be found at [www.mass.gov/dep/files/permits/fees.htm](http://www.mass.gov/dep/files/permits/fees.htm)  
There is no compliance fee for a Level I or Level II recycling permit.

If you fail to pay an annual compliance fee, your permit could be suspended or revoked.

### 8. How long are these permits in effect?

Recycling permits are generally issued for five years. In some cases, however, DEP may issue a permit for less than five years. For example, sometimes recycling involves a new technology. DEP can determine that more frequent permit review is necessary in these instances.

### 9. How can I avoid the most common mistakes made in applying for these permits?

- Be sure to sign the application form.
- Enter the correct EPA identification number on the application form.
- Indicate precisely the type and model of any equipment used in recycling.
- Indicate precisely the type of material that will be recycled, including its waste code as listed in 310 CMR 30.120 through 30.136.
- If the recycling process requires an air quality control permit, include a copy of the air quality permit with the recycling permit application.
- Submit fee and **one copy** of the DEP Transmittal Form to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Permit Fact Sheet

---

### 10. What are the regulations that apply to these permits?      Where can I get copies?

These regulations include, but are not limited to:

- a. Hazardous Waste Regulations, 310 CMR 30.000.
- b. Timely Action Schedule and Fee Provisions, 310 CMR 4.00.

These may be purchased at:

State House Bookstore  
Room 116  
Boston, MA 02133  
617-727-2834

State Bookstore  
436 Dwight Street, Room 102  
Springfield, MA 01103  
413-784-1376



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Permit Fact Sheet

### Guide to Determining The Level and Class of a Recycling Activity

The recycling regulations (310 CMR 30.200) establish three *classes* of recycling permits: Class A, B and C. From Class A to Class C, the regulatory controls become progressively more stringent. Each class encompasses different types of materials and activities. There are, for example, 11 different types of Class A materials.

The Timely Action and Fee Provisions (310 CMR 4.00), however, group the various permits into levels based on work required for permit review.

To determine the level and class of recycling permit you need, refer to the chart below. **Note: *Very small quantity generators (VSQGs) who recycle do not have to get a permit.*** You are a VSQG if you generate less than 27 gallons/month of hazardous waste or regulated recyclable material. To register as a VSQG, call 1-800-462-0444 (Option 1 on menu) from area codes 413 or 508, or 617-338-2255. If you have questions about hazardous waste recycling, call the Hazardous Waste Compliance Assistance Line at 617-292-5898.

BWP HW 21: Level I, Class A Presumptive Approval Recycling Permit - \$100 Application Fee			
Recyclable Material	Type of Recycling	Class	Regulation Citation
Any Regulated Recyclable Material that is used or reused as an:  Ingredient in a product without reclamation; Substitute for a commercial product; Substitute for feedstock with reclamation.	Used or reused in manufacturing process which does not include reclamation, burning, over accumulation, or placing on land	A	310 CMR 30.212(1)
Industrial Ethyl Alcohol	Any type of recycling	A	310 CMR 30.212(2)
Scrap Metal that would be hazardous if disposed of (such as powdered lead)	Any type of recycling	A	310 CMR 30.212(3)



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Permit Fact Sheet

### Guide to Determining The Level and Class of a Recycling Activity (cont.)

<b>BWP HW 21: Level I, Class A Presumptive Approval Recycling Permit - \$100 Application Fee</b>			
Recyclable Material	Type of Recycling	Class	Regulation Citation
A Characteristic Sludge	Being reclaimed on-site or sent off-site	A	310 CMR 30.212(5)
A Characteristic By-Product	Being reclaimed on-site or sent off-site	A	310 CMR 30.212(6)
Unused Commercial Chemical Product	Being reclaimed on-site or sent off-site	A	310 CMR 30.212(7)
Waste Oil	Recycled in a manner other than burning for energy recovery	A	310 CMR 30.212(8)
Specification Used Oil	Burned for energy recovery in a boiler or furnace	A	310 CMR 30.212(9)
Any Regulated Recyclable Material recycled at the site of generation in a completely-enclosed recycling system, such as used oil, spent solvent, or spent fixer	Recycled at the site of generation in a completely-enclosed recycling system, such as a: space heater for used oil; solvent distillation unit for spent solvents; silver recovery unit for spent fixer	A	310 CMR 30.212(10)
Material with a RCRA variance from the EPA and approved as a Class A material	Recycled at the site of generation or sent off-site for recycling	A	310 CMR 30.212(11)

## Guide to Determining The Level and Class of a Recycling Activity

<b>BWP HW 22: Level I, Class B Recycling Permit - \$200 Application Fee</b>			
<i>Recyclable Material</i>	<i>Type of Recycling</i>	<i>Class</i>	<i>Regulation Citation</i>
Any Recyclable Material	Recycled in a manner constituting disposal	B(1)	310 CMR 30.213(1)
Waste Oil	Sent off-site by the generator to be burned for energy recovery	B(3)	310 CMR 30.213(3) 310 CMR 30.261
Hazardous Wastes and Spent Materials Containing Precious Metals	Sent off-site by the generator to be recycled	B(4)	310 CMR 30.213(4) 310 CMR 30.273

<b>BWP HW 23: Level II, Class B Recycling Permit - \$1,005 Application Fee</b>			
<i>Recyclable Material</i>	<i>Type of Recycling</i>	<i>Class</i>	<i>Regulation Citation</i>
Hazardous Waste Fuels	Burned for energy recovery	B(2)	310 CMR 30.213(2)
Off-Specification Used Oil	Burned for energy recovery in amounts less than 100,000 gallons per year	B(3)	310 CMR 30.213(3)
Spent Materials and Hazardous Waste that Contain Precious Metals	Accumulated at transfer station	B(4)	310 CMR 30.213(4) 310 CMR 30.277



## Guide to Determining The Level and Class of a Recycling Activity

<b>BWP HW 25: Level III, Class A, B, and C Recycling Permit: \$7,775 Application Fee</b>			
<i>Recyclable Material</i>	<i>Type of Recycling</i>	<i>Class</i>	<i>Regulation Citation</i>
Scrap Metal that would be hazardous if disposed of (such as powdered lead).	Any type of recycling	A	310 CMR 30.212(3)
A Characteristic Sludge	Received from off-site for recycling	A	310 CMR 30.212(5)
A Characteristic By-Product	Received from off-site for recycling	A	310 CMR 30.212(6)
Unused Commercial Chemical Product	Received from off-site for recycling	A	310 CMR 30.212(7)
Waste Oil Generated off the Site of Recycling	Recycled in a manner other than burning for energy recovery, such as refining	A	310 CMR 30.212(8)
Material Given a Variance from RCRA by the EPA and approved as a Class A	Received from off-site for recycling	A	310 CMR 30.212(11)
Specification Used Oil	Collected from generators by a marketer and sent to a burning facility	B(3)	310 CMR 30.213(3) 310 CMR 30.260(2)
Off-Specification Used Oil	Burned for Energy Recovery in amounts equal to or greater than 100,000 gallons per year	B(3)	310 CMR 30.231(3) 310 CMR 30.260(3) or 310 CMR 30.260(4)
Class C Materials, as described in 310 CMR 30.214	Any type of recycling	C	310 CMR 30.214

## Guide to Determining The Level and Class of a Recycling Activity

<b>BWP HW 12: Level III, Class B, Precious Metals Recycling Permit - \$4,760</b>			
<i>Recyclable Material</i>	<i>Type of Recycling</i>	<i>Class</i>	<i>Regulation Citation</i>
Spent Materials and Hazardous Wastes Containing Precious Metals	For all precious metal waste recycling, except spent photographic fixer being recycled on-site.	B(4)	310 CMR 30.213(4) 310 CMR 30.276



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Hazardous Waste Recycling Summary

---

### Hazardous Waste Recycling Forms

- **BWP HW RDS 02** (for use with BWP HW 22)  
Recycling Data Sheet for Recycling of a Regulated Recyclable Material by a Use Constituting Disposal Under a Class B(1) Permit
- **BWP HW RDS 02-3** (for use with BWP HW RDS 02)  
Class B, Out of State Certification Statement for a Receiving Facility
- **BWP HW RDS 03** (for use with BWP HW 23)  
Recycling Data Sheet for Recycling Hazardous Waste Fuel Under a Class B(2) Permit
- **BWP HW RDS 03-1** (for use with BWP HW RDS 03)  
Certification Statement
- **BWP HW RDS 04** (for use with BWP HW 22 or BWP HW 25)  
Recycling Data Sheet for Marketing Used Oil Fuel Under a Class B(3) Permit
- **BWP HW RDS 04-2** (for use with BWP HW RDS 04)  
Certification Statement for Receiving Facility
- **BWP HW RDS 05** (for use with BWP HW 21, BWP HW 23 or BWP HW 25)  
Recycling Data Sheet for those who Burn Used Oil for Energy Recovery Under a Class A and a Class B(3) Permit
- **BWP HW RDS 06** (for use with BWP HW 22 or BWP HW 12)  
Recycling Data Sheet for Generators Planning to Recycle Materials Containing Precious Metals Under a B(4) Permit
- **BWP HW RDS 07** (for use with BWP HW 23 or BWP HW 12)  
Recycling Data Sheet for Recycling Facilities and Transfer Stations Planning to Receive Materials Containing Precious Metals under a Class B(4) Permit
- **BWP HW RDS 08** (for use with BWP HW 25)  
Recycling Data Sheet for Class C Permit



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste – Recycling Branch

**BWP HW 22** Level I Recycling Permit

**BWP HW 23** Level II Recycling Permit

**BWP HW 25** Level III Recycling Permit

**BWP HW 12** Level III Recycling Permit – Precious Metals

## Application Completeness Checklist

---

- ☐ The DEP Transmittal Form is properly completed.
- ☐ The proper application forms for the appropriate hazardous waste recycling categories have been completed and signed.
- ☐ The type of material that will be recycled, including its waste code as listed in 310 CMR 30.120 through 30.136, has been precisely indicated.
- ☐ The type and model of any equipment used in recycling has been precisely indicated.
- ☐ If recycling requires an air quality or water pollution permit, a copy of that permit has been submitted with the recycling permit application.

To submit the application package:

- ☐ Checklist items have been completed.
- ☐ Send a copy of the application along with one copy from the DEP Transmittal form to:

Department of Environmental Protection

\_\_\_\_\_ \* Regional Office

Hazardous Materials

\*See Addresses and Phone Numbers" page included in this package.

- ☐ Send fee of:

\$200 for BWP HW 22;

\$1,005 for BWP HW 23;

\$7,775 for BWP HW 25;

\$4,760 for BWP HW 12;

in the form of a check or money order made payable to *Commonwealth of Massachusetts*, along with one copy from the DEP Transmittal Form to:

Department of Environmental Protection

P.O. Box 4062

Boston, MA 02211



## Massachusetts Department of Environmental Protection

# Addresses and Phone Numbers

DEP Boston  
One Winter Street  
Boston, MA 02108  
Telephone: (617) 292-5500  
Fax: (617) 556-1049  
TDD: (617) 574-6868

William X. Wall Experiment Station  
37 Shattuck Street  
Lawrence, MA 01843  
Fax: (978) 688-0352  
**Division of Environmental Analysis**  
Telephone: (978) 682-5237  
**Air Quality Surveillance**  
Telephone: (978) 975-1138

Office of Watershed  
Management  
627 Main Street  
Worcester, MA 01608  
Telephone: (508) 792-7470  
Fax: (508) 839-3469

Millbury Training Center  
Route 20 Millbury, MA 01527  
Telephone: (508) 368-5600  
Fax: (508) 755-9253  
**Residuals Sludge Management**  
Telephone: (508) 368-5606  
**WWT Operator Certification**  
Telephone: (508) 368-5698

DEP Western Region  
436 Dwight Street  
Suite 402  
Springfield, MA 01103  
Phone: (413) 784-1100  
Fax: (413) 784-1149



Adams  
Agawam  
Alford  
Amherst  
Ashfield  
Becket  
Belchertown  
Bernardston  
Blandford  
Brimfield  
Buckland  
Charlemont  
Cheshire  
Chester  
Chesterfield  
Chicopee  
Clarksburg

Colrain  
Conway  
Cummington  
Dalton  
Deerfield  
Easthampton  
East Longmeadow  
Egremont  
Erving  
Florida  
Gill  
Goshen  
Granby  
Granville  
Great Barrington  
Greenfield  
Hadley

Hampden  
Hancock  
Hatfield  
Hawley  
Heath  
Hinsdale  
Holland  
Holyoke  
Huntington  
Lanesborough  
Lee  
Lenox  
Leverett  
Leyden  
Longmeadow  
Ludlow  
Middlefield

Monroe  
Montague  
Monterey  
Montgomery  
Monson  
Mount Washington  
New Ashford  
New Marlborough  
New Salem  
North Adams  
Northampton  
Northfield  
Orange  
Otis  
Palmer  
Pelham  
Peru

Pittsfield  
Plainfield  
Richmond  
Rowe  
Russell  
Sandisfield  
Savoy  
Sheffield  
Shelburne  
Shutesbury  
Southampton  
South Hadley  
Southwick  
Springfield  
Stockbridge  
Sunderland  
Tolland

Tyringham  
Wales  
Ware  
Warwick  
Washington  
Wendell  
Westfield  
Westhampton  
West Springfield  
West Stockbridge  
Whately  
Wilbraham  
Williamsburg  
Williamstown  
Windsor  
Worthington

DEP Central Region  
627 Main Street  
Worcester, MA 01608  
Phone: (508) 792-7650  
Fax: (508) 792-7621  
TDD: (508) 767-2788



Acton  
Ashburnham  
Ashby  
Athol  
Auburn  
Ayer  
Barre  
Bellingham  
Berlin  
Blackstone  
Bolton  
Boxborough  
Boylston  
Brookfield

Charlton  
Clinton  
Douglas  
Dudley  
Dunstable  
East Brookfield  
Fitchburg  
Gardner  
Grafton  
Groton  
Harvard  
Hardwick  
Holden  
Hopedale

Hopkinton  
Hubbardston  
Hudson  
Holliston  
Lancaster  
Leicester  
Leominster  
Littleton  
Lunenburg  
Marlborough  
Maynard  
Medway  
Mendon  
Milford

Millbury  
Millville  
New Braintree  
Northborough  
Northbridge  
North Brookfield  
Oakham  
Oxford  
Paxton  
Pepperell  
Petersham  
Phillipston  
Princeton  
Royalston

Rutland  
Shirley  
Shrewsbury  
Southborough  
Southbridge  
Spencer  
Sterling  
Stow  
Sturbridge  
Sutton  
Templeton  
Townsend  
Tyngsborough  
Upton

Uxbridge  
Warren  
Webster  
Westborough  
West Boylston  
West Brookfield  
Westford  
Westminster  
Winchendon  
Worcester

DEP Southeast Region  
20 Riverside Drive  
Lakeville, MA 02347  
Phone: (508) 946-2700  
Fax: (508) 947-6557  
TDD: (508) 946-2795



Abington  
Acushnet  
Attleboro  
Avon  
Barnstable  
Berkley  
Bourne  
Brewster  
Bridgewater  
Brockton  
Carver  
Chatham  
Chilmark

Dartmouth  
Dennis  
Dighton  
Duxbury  
Eastham  
East Bridgewater  
Easton  
Edgartown  
Fairhaven  
Fall River  
Falmouth  
Foxborough  
Franklin

Freetown  
Gay Head  
Gosnold  
Halifax  
Hanover  
Hanson  
Harwich  
Kingston  
Lakeville  
Mansfield  
Marion  
Marshfield  
Mashpee

Mattapoissett  
Middleborough  
Nantucket  
New Bedford  
North Attleborough  
Norton  
Norwell  
Oak Bluffs  
Orleans  
Pembroke  
Plainville  
Plymouth  
Plympton

Provincetown  
Raynham  
Rehoboth  
Rochester  
Rockland  
Sandwich  
Scituate  
Seekonk  
Sharon  
Somerset  
Stoughton  
Swansea  
Taunton

Tisbury  
Truro  
Wareham  
Wellfleet  
West Bridgewater  
Westport  
West Tisbury  
Whitman  
Wrentham  
Yarmouth

DEP Northeast Region  
1 Winter Street  
Boston, MA 012108  
Phone: 617-654-6500



Amesbury  
Andover  
Arlington  
Ashland  
Bedford  
Belmont  
Beverly  
Billerica  
Boston  
Boxford  
Braintree  
Brookline  
Burlington  
Cambridge  
Canton  
Carlisle

Chelmsford  
Chelsea  
Cohasset  
Concord  
Danvers  
Dedham  
Dover  
Dracut  
Essex  
Everett  
Framingham  
Georgetown  
Gloucester  
Groveland  
Hamilton  
Haverhill

Hingham  
Holbrook  
Hull  
Ipswich  
Lawrence  
Lexington  
Lincoln  
Lowell  
Lynn  
Lynnfield  
Malden  
Manchester-By-The-Sea  
Marblehead  
Medfield  
Medford  
Melrose

Merrimac  
Methuen  
Middleton  
Millis  
Milton  
Nahant  
Natick  
Needham  
Newbury  
Newburyport  
Newton  
Norfolk  
North Andover  
North Reading  
Norwood  
Peabody

Quincy  
Randolph  
Reading  
Revere  
Rockport  
Rowley  
Salem  
Salisbury  
Saugus  
Sherborn  
Somerville  
Stoneham  
Sudbury  
Swampscott  
Tewksbury  
Topsfield

Wakefield  
Walpole  
Waltham  
Watertown  
Wayland  
Wellesley  
Wenham  
West Newbury  
Weston  
Westwood  
Weymouth  
Wilmington  
Winchester  
Winthrop  
Woburn



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention - Hazardous Waste – Recycling Branch

Transmittal Number #

**BWP HW 22 Hazardous Waste – Level 1**

**BWP HW 23 Hazardous Waste – Level 2**

**BWP HW 25 Hazardous Waste – Level 3**

**BWP HW 12 Hazardous Waste – Level 3**

Facility ID (if known)

**Precious Metals**

**Hazardous Waste Recycling Summary**

**Important:**  
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



**A. Facility**

Name of Facility

EPA Identification Number

Person Responsible for Supervising Recycling Activity

**B. Description of Recycling Activity**

1. Recycling Permit Applied for:

Level

Class

Regulatory Citation

(see Recycling Permit Guide Chart for assistance)

2. Describe recycled material and its waste code.

3. Describe proposed recycling activity, including amount/year to be recycled:

4. Describe plans for storage prior to recycling, if any, and steps taken to ensure that speculative accumulation of the recyclable material will not occur:



**BWP HW 22 Hazardous Waste – Level 1**

**BWP HW 23 Hazardous Waste – Level 2**

**BWP HW 25 Hazardous Waste – Level 3**

**BWP HW 12 Hazardous Waste – Level 3**

## Precious Metals

### Hazardous Waste Recycling Summary

---

## C. Attachments

1. Depending on the type of recycling activity proposed, that applicant may need to complete a Recycling Data Sheet(s) to provide the additional information necessary to complete the requested review. Is a Recycling Data Sheet(s) attached?

☐ Yes

☐ No

If Yes, specify which Recycling Data Sheet(s) is attached.

---

2. This application is made up of a total of \_\_\_\_\_ pages of additional information (not including this form).

---

## D. Confidentiality Request

Application is hereby being made to hold the following pages of text confidential:

---

**Note:** Those pages identified above as requiring confidentiality must be clearly marked "confidential."  
(See 310 CMR 3.00)

---

## E. Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including possible fines and imprisonment.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Position/Title

\_\_\_\_\_  
Date



## BWP HW RDS 02 (for use with BWP HW 22)

Recycling Data Sheet For Recycling of a Regulated Recyclable Material by a  
Use Constituting Disposal Under a Class B(1) Permit

### A. Summary of Recycled Activity

1. Does the applicant plan to send Class B1 recyclable material to another person(s)?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 02 – 1 described below)
2. Does the applicant plan to receive Class B1 recyclable material from any person(s)?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 02 – 1 described below)
3. Will Class B1 recyclable materials be sent to or received from any person(s) located outside of Massachusetts?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 02 – 1 described below)
4. Will recycling (by a use constituting disposal) take place within Massachusetts?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 02 – 4 through RDS 02 – 6 described below)

### B. Recycling Data Sheet Attachments

(Please label all attachments clearly as listed below)

Attachment	Brief Description of Information Required
RDS 02 – 1:	Attach the names, addresses and EPA identification numbers of persons who will receive recyclable material. For any persons located in Massachusetts, specify whether they have applied for, or been granted, a valid recycling permit to receive the recyclable material. Specify type of permit.
RDS 02 – 2:	Attach the names, addresses and EPA identification numbers of persons who will provide recyclable material. For any persons located in Massachusetts, specify whether they have applied for, or have been granted, a valid recycling permit to send the recyclable material off-site. Specify the type of permit.
RDS 02 – 3:	If any person listed in Attachments RDS 02 – 1 or RDS 02 – 2 is located outside of Massachusetts, they must sign the attached RDS 02 – 3 Class B. Out of State Certification Statement.
RDS 02 – 4:	Specify where the recycling will take place and describe all sensitive receptors or environmentally sensitive activities at or near the recycling location.
RDS 02 – 5:	State whether or not the B(1) recyclable material contains any hazardous constituents listed in 310 CMR 30.160 in concentrations greater than 1.0 mg/l which are not ordinarily present in commercial material?  If so, list each constituent, its waste code, and describe why the B(1) recyclable material contains the constituent.
RDS 02 – 6:	Fully describe how the material will be used, including any departures from ordinary or manufacturer's approved use.





Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste

Transmittal Number #

**BWP HW RDS 02 – 3** (for use with BWP HW RDS 02)

Facility ID (if known)

Class B, Out of State Certification Statement

---

## Certification Statement

I certify under the penalty of law that in those cases where recycling approval is required, the state in which the recycling is to be done, or EPA, has approved such recycling as described herein.

Print Name

Position/Title

Authorized Signature

Date



## BWP HW RDS 03 (for use with BWP HW RDS 23)

Recycling Data Sheet for Recycling Hazardous Waste Fuel  
Under a Class B(2) Permit

### A. Summary of Recycling Activity

1. Does the applicant plan to send hazardous waste fuel to another person(s) who will burn the fuel for energy recovery?  
☐ Yes ☐ No (If "Yes", attach RDS 03 – 1 described below)
  
2. Does the applicant generate hazardous waste fuel and plan to burn it for energy at the site of generation?  
☐ Yes ☐ No (If "Yes", attach RDS 03 – 2 through RDS 03-6 described below)

### B. Recycling Data Sheet Attachments

(Please label all attachments clearly as listed below)

Attachment	Brief Description of Information Required
RDS 03 – 1:	Attach the names, addresses and EPA identification numbers of those persons who will receive recyclable material. For each of the persons listed above you must attach a signed RDS 03-1 certification statement as required by 310 CMR 246(2). This shall include documentation on compliance with 40 CFR 266 Subpart H.
RDS 03 – 2:	Attach a description of the hazardous waste fuel to be burned and the material with which the fuel is to be blended, if applicable.
RDS 03 – 3:	Attach a description of how the fuel will be blended or treated, if applicable.
RDS 03 – 4:	Attach a description of all facilities for accumulating, blending or treating the fuel. Attach an explanation of how the fuel will be managed for accumulation and not storage purposes.
RDS 03 – 5:	Attach a description of the facility in which the fuel is to be burned. Indicate how sludges and/or residues will managed.
RDS 03 – 6:	Attach a copy of the Department's air quality approval to burn the hazardous waste fuel pursuant to 310 CMR 7.00.



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste

Transmittal Number #

**BWP HW RDS 03 – 1** (for use with BWP HW RDS 23)

Facility ID (if known)

---

## Certification Statement

I certify under penalty of law that I have notified EPA and the Department of all hazardous waste fuel activity that I have engaged in pursuant to 310 CMR 30.060 through 30.064. Further, I currently hold a valid license or permit for that activity, and am in compliance with the requirements of 310 CMR 30.240 and 40 CFR 266 Subpart H.

Print Name

Position/Title

Authorized Signature

Date



# **BWP HW RDS 04** (for use with BWP HW RDS 22 or BWP HW 25)

Recycling Data Sheet For Marketing Used Oil Fuel Under a Class B(3) Permit

---

## **A. Summary of Recycling Activity**

1. Does the applicant plan to send used oil fuel to another person(s)?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 04 – 1 described below)
2. Does the applicant plan to receive used oil fuel from any person(s)?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 04 – 2 described below)
3. Does the applicant plan to market (send or receive) used oil fuel that is specification used oil fuel?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 04 – 3 described below)

---

## **B. Recycling Data Sheet Attachments**

(Please label all attachments clearly as listed below)

Attachment	Brief Description of Information Required
RDS 04 – 1:	Attach the names, addresses and EPA identification numbers of persons recyclable material is to be sent. Note whether each person is a "marketer", "burner" or "generator" and refer to the permit, license, or approval authorizing that person's used oil activity.
RDS 04 – 2:	If it is planned to send off-specification used oil fuel to any of the persons listed in RDS 04-1, you must attach a signed RDS 04-2 certification statement as required by 310 CMR 30.255(8).
RDS 04 – 3:	If specification used oil fuel is to be marketed, describe how the used oil fuel will be determined to be specification used oil fuel under the criteria listed in 310 CMR 30.216. If laboratory analysis is to be used, provide the name of each laboratory and certification status. Describe the quality assurance procedures in use at the laboratory.



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention – Hazardous Waste

Transmittal Number #

**BWP HW RDS 04 – 2** (for use with BWP HW RDS 04)

Facility ID (if known)

---

## Certification Statement

I certify under penalty of law that I have notified EPA and the Department of all used fuel oil activity that I have engaged in. Further, I certify that all off-specification used oil fuel received by me is burned only in an industrial or utility boiler or industrial furnace.

Print Name

Position/Title

Authorized Signature

Date



# BWP HW RDS 05

(for use with BWP HW 21, BWP HW 23 or  
BWP HW 25)

Recycling Data Sheet For Burning Used Oil for Energy Recovery Under a Class A  
Presumptive Permit or Class B(3) Permit

## A. Summary of Recycling Activity

1. Does the applicant plan to burn used oil fuel that is generated at the burning site?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 05 – 1 through RDS 05 – 5 described below)
2. Does the applicant plan to burn used fuel that is generated off the burning site?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 05 – 1 through RDS 05 – 6 described below)

## B. Recycling Data Sheet Attachments

(Please label all attachments clearly as listed below)

Attachment	Brief Description of Information Required
RDS 05 – 1:	Attach a description of the fuel characteristics determined through satisfactory analysis, including the constituents or properties listed in 310 CMR 30.216. Describe the characteristic variations, if appropriate.
RDS 05 – 2:	Attach a description of the procedure for determining the characteristics stated above. If laboratory analysis is used, provide the name of each laboratory used and certification status. Describe the quality assurance procedures in use at the laboratory.
RDS 05 – 3:	Attach a copy of the Department's air quality approval to burn the oil fuel pursuant to 310 CMR 7.00. Describe any conditions in that approval on the specification or type of fuel to be burned and any required air pollution control technology. Also describe how those conditions will be met.
RDS 05 – 4:	Attach a description of the facilities for fuel storage showing that it meets the storage requirement stated or referred to in:  (1) 310 CMR 30.690 through 30.698 (for applicants planning to burn off-specification used oil generated off the burning site) or (2) 310 CMR 30.253 (for all other applicants).
RDS 05 – 5:	Attach a description, if applicable, of the procedure for mixing the used oil fuel with other fuel, demonstrating that it is not subject to licensing pursuant to 310 CMR 30.800.
RDS 05 – 6:	If the applicant plans to burn used fuel oil generated by a person(s) other than the applicant, attach the names, addresses and EPA identification numbers of those persons. Note which of these persons are "marketers" and provide reference to their permit.



## **BWP HW RDS 06** (for use with BWP HW 22 or BWP HW 12)

Recycling Data Sheet For Generators Planning to Recycle Materials Containing  
Precious Metals Under a B(4) Permit

Facility ID (if known) \_\_\_\_\_

---

### **A. Summary of Recycling Activity**

1. Does the applicant, as the generator of Class B(4) recyclable material, plan to recycle this material at the site of generator?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 06 – 1 through RDS 06 – 3 described below)
2. Does the applicant plan to sell or otherwise transfer B(4) recyclable material to any person(s)?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 06 – 2 through RDS 06 – 4 described below)

---

### **B. Recycling Data Sheet Attachments**

(Please label all attachments clearly as listed below)

Attachment	Brief Description of Information Required
RDS 06-1:	Attach a statement on whether recycling will involve any emissions, releases, or discharges of contaminants into the environment. State whether air quality or industrial wastewater approval is required for any emissions or discharges. If such approval is required, attach a copy of the Department's air quality or industrial wastewater approval.
RDS 06-2:	Attach information on the amount, and length of time that B(4) recyclable material is to be stored or accumulated prior to recycling or shipment off-site.
RDS 06-3:	Attach a description of the economic benefits derived from recycling the B(4) material.
RDS 06-4:	Attach the names, addresses and EPA identification numbers of persons who will receive B(4) recyclable material. Specify the permit, license, or approval authorizing the person(s) to receive B(4) recyclable material.



## **BWP HW RDS 07** (for use with BWP HW 23 or BWP HW 12)

Recycling Data Sheet For Recycling Facilities and Transfer Stations Planning to  
Receive Materials Containing Precious Metals Under a Class B(4) Permit

Facility ID (if known)

---

### **A. Summary of Recycling Activity**

1. Is the applicant a licensed treatment, storage, or disposal facility, pursuant to 310 CMR 30.500, 30.600, 30.700 and 30.800?

☐ Yes

☐ No

(If "Yes", do not complete this Recycling Data Sheet. If "No", attach RDS 07 – 1 through RDS 07 – 5 described below)

---

### **B. Recycling Data sheet Attachments**

(Please label all attachments clearly as listed below)

Attachment	Brief Description of Information Required
RDS 07-1:	Attach a description of the methods which will be used to ensure that a hazardous characteristics analysis and quantity determination for precious metals of incoming waste is completed in a timely fashion.
RDS 07-2:	Attach a statement on whether recycling will involve any emissions, releases, or discharges of contaminants into the environment. State whether air quality or industrial wastewater approval is required for emissions or discharges. If such approval is required, attach a copy of the Department's air quality or industrial wastewater approval.
RDS 07-3:	Attach a description of the steps to be taken in complying with the security standards set forth in 310 CMR 30.514(l).
RDS 07-4:	Attach a description of the steps to be taken in complying with the inspection requirements set forth in 310 CMR 30.515(l) (a) and (b).
RDS 07-5:	Attach a statement on whether the recycling activity will involve ignitable, reactive or incompatible wastes. If so, attach a description of the steps to be taken in complying with the inspection requirements set forth in 310 CMR 30.560.





## **BWP HW RDS 08** (for use with BWP HW 25)

Recycling Data Sheet For Class C Permit

Facility ID (if known)

---

### **A. Summary of Recycling Activity**

1. Does the applicant plan to recycle Class C recyclable material generated at the site of recycling?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 08 – 3 described below)
2. Does the applicant plan to accept Class C recyclable material not generated at the site of recycling and recycle that material without storing it prior to recycling?  
☐ Yes                      ☐ No                      (If "Yes", attach RDS 08 – 3 through RDS 08 – 5 described below)

---

### **B. Recycling Data sheet Attachments**

(Please label all attachments clearly as listed below)

<b>Attachment</b>	<b>Brief Description of Information Required</b>
<b>RDS 08-1:</b>	Attach a detailed description of the recycling process. Explain why the process cannot be made completely enclosed so as to qualify for a Class A permit.
<b>RDS 08-2:</b>	Attach a detailed description of the management and record-keeping procedures to be used to assure the Department the recyclable material is being accumulated rather than stored.
<b>RDS 08-3:</b>	Attach additional information the Department will need to determine that the recycling does not pose a significant hazard to the public health, safety, welfare, and the environment.
<b>RDS 08-4:</b>	Attach a detailed description of the process for receiving recyclable materials for processing without prior storage.
<b>RDS 08-5:</b>	Attach all information as required by 310 CMR 30.804(l) through (5), (24), and (25).